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# Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Intelligence School      ~~CONFIDENTIAL~~ DATE: 30 November 1960

FROM : Chief, Operations Support Faculty

SUBJECT: Weekly Report No. 43, 22 - 29 November 1960

## COURSE ACTIVITIES

### Operations Support:

1. Phase I students of the Operations Support Course ranged from GS-4 to GS-14, with entrance-on-duty dates from February 1947 to October 1960. The students were most enthusiastic about the film testing method; two sample comments are attached.

2. Phase II of the Operations Support Course No. 43 with an enrollment of 13 students started Monday, 28 November.

## OUTSIDE ACTIVITIES

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1. Mr. William Phillips of the School of Advanced International Studies suggested that Mrs. Lockwood of the Carnegie Endowment Fund talk with Mrs. [REDACTED] or his brother, [REDACTED], regarding training of personnel for overseas assignments.

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Mrs. [REDACTED] met with Mrs. Lockwood on 28 November at the Sheraton-Carlton Hotel. (The meeting was cleared with Security by the OTR Security Officer, Mr. [REDACTED]) Mrs. Lockwood explained that originally she had not intended including CIA; however, Harlan Cleveland of Syracuse University, author of the book "Overseasmanship", had told her that CIA had the best training program of any organization sending individuals overseas. This fact led Mrs. Lockwood to ask [REDACTED] for a suggested person to contact.

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Mrs. Lockwood is preparing a study covering the practices used in the United States for recruiting and training of personnel to be sent overseas as technical assistants. She has prepared a questionnaire to be completed by individuals in government and business that will provide a basis for the study.

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Mrs. [REDACTED] has shown this form to the Chief of the Intelligence School. Mr. [REDACTED] Office of Personnel, completed the portion on recruitment; and Mr. [REDACTED] Plans and Policy Staff, completed the OTR section; and Mr. [REDACTED] of Security will obtain clearance before the completed form is forwarded to Mrs. Lockwood.

The conversation with Mrs. Lockwood was general, and her explanation of the cooperation she hoped from CIA was a request that we complete as many of the questions that security would permit.

2. The script and selection sheet of two films formerly used in the Operations Support Course was given to the Overseas Unit of the Operations School, to satisfy a requirement from the field for operational training material to be used by a foreign intelligence service.

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3. Mr. [REDACTED] gave a lecture on Field Property to the JOT's at [REDACTED]

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4. Mrs. [REDACTED] gave a presentation on Cable Format in the Cable Refresher Course for the Operations School.

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